

Peel-Harvey Catchment Council

MINUTES OF GENERAL MEETING



Held on Thursday 17 December 2015 from 9.00am to 11.45am
Marine Operations Centre, 107 Breakwater Parade, Mandurah Ocean Marina

The Chairman opened the meeting at 9.03am and welcomed new Community Member, Howard Mitchell.

1. Attendance

| | | |
|-----------------------|--------------------|-------------------------------------|
| <u>Present:</u> | Andy Gulliver | Chairman |
| | Jan Star AM | Deputy Chairman |
| | Marilyn Gray | Treasurer |
| | Bob Pond | Executive Committee (DoW) |
| | Darralyn Ebsary | Member [from 9.15am] |
| | Dr Peter Hick | Member |
| | Howard Mitchell | Member |
| | Michael Schultz | Member |
| | Cr John Allert | Local Govt Member (Inland) |
| | Cr Caroline Knight | Local Govt Member (Coastal) |
| | Rob Summers | DAFWA |
| | Dave Arkwright | PDC (Proxy) |
| | Scott Haine | DoP (Peel) - Observer |
| | Tina Runnion | DER (Proxy) |
| | | |
| <u>In Attendance:</u> | Jane O'Malley | CEO |
| | Steve Fisher | Science Advisor |
| | Deb Slater-Lee | Operations Manager [until 10.30am] |
| | Thelma Crook | R2R Project Manager [from 10.15am] |
| | Luke Rogers | Regional Landcare Facilitator |
| | Kim Wilson | Snr Projects Officer |
| | Jo Garvey | R2R Officer |
| | Patricia Sutton | Office Manager (Minute Taker) |
| | Natalie Lees | City of Mandurah [from 10.05am] |
| | Phil Steven | Shire of Murray [from 10.15am] |
| | Jelena May | DER (Observer) |
| | Teele Worrell | Landcare SJ |
| | Neil Blake | Dept of Environment [until 11.30am] |
| | Tim Storer | Scientist, DoW [until 11.10am] |
| | | |
| <u>Apologies:</u> | Paddi Creevey OAM | Secretary |
| | Cr Keith Ellis | Proxy Local Govt Member (Coastal) |
| | Norman Baker | PDC |
| | Chris Ryan | DER |
| | Francis Smit | Landcare SJ |
| | Kristy Gregory | Landcare SJ |
| | Samantha Pickering | Shire of Harvey |

2. Declarations of Interest

Nil.

3. Confirmation of Minutes of Meeting held on 15 October 2015

Scott Haine referred to his report (Pg 11, Item 12.3, dot point 2, 1st sentence) and advised that he was referring to the Peel Region Planning Committee. It should read: '*Hope to have a report to the Peel Region Planning Committee in November*'.

Moved: Peter Hick

Seconded: Rob Summers

That the Minutes of the meeting held on 15 October 2015 be confirmed, with amendments, as a true and correct record of the meeting.

CARRIED

4. Business Arising from Previous Minutes

Summary of actions from previous meetings:

| No. | Details | Resp. | Complete |
|-----|--|---------------|---|
| 1. | Item 7 [21 August 2014] Chairman's Report Follow up DER on reporting annually on licensed premises. <i>The Executive Group is looking at this in a strategic manner, including consideration of the SAPPR process</i> | Exec Group | Pending |
| 2. | Item 8 [19 February 2015 – Staff and NRM Partners Forum] The Executive Group to consider the merits of holding a PHCC Board training workshop, in a similar forum as the staff workshop. <i>It appears there is good support for a Board Forum, associated with the February Strategic meeting and details will be provided.</i> | Jane O'Malley | Pending |
| 3. | Item 9 [16 April 2015] CEO's Report Arrange a meeting with Simon O'Brian re DER to discuss licensed premises. <i>Refer to Item 1 above.</i> | Pat Sutton | Remove |
| 4. | Item 9 [16 April 2015] – CEO Report Request a meeting with DPC to discuss: <ol style="list-style-type: none">1. How to achieve a genuine coordinated approach for land use planning decisions including PHEMC, Agencies and Local Government;2. Concerns over Lake Pollard decision; and3. Request a meeting with the EPA to discuss their determination of significance, particularly in light of community expectations of the SAPPR process. <i>Andy, Jan and Jane have had discussions with DPC in respect to PHEMC. Jane has had discussions with the former Chair of the EPA in respect to Lake Pollard. Staff are organising a meeting with the EPA Board for early 2016.</i> | Jane O'Malley | <ol style="list-style-type: none">1. Complete2. Complete (watch for final decision)3. Pending |
| 5. | Item 4 [15 October 2015] Business arising from previous minutes The issue of mining companies burning timber, particularly in the Boddington area, be given due consideration at a forum such as SHARE. <i>Pending further information from John Allert</i> | John Allert | Pending |
| 6. | Item 12.4 [15 October 2015] Agency reports PHCC to run a media release in relation to the Lake Mealup project being runners-up in the Australian Riverprize <i>Media has covered the Lake Mealup Riverprize</i> | Jane O'Malley | Complete Release 9/9/15 with quote from Chair |

| | | | |
|----|--|---------------|---------|
| 7. | Item 12.4 [15 October 2015] Agency reports Consider rotating future board meetings within the catchment. <i>Staff plan to rotate April & August meetings across the catchment</i> | Jane O'Malley | Ongoing |
| 8. | Item 12.5 [15 October 2015] Agency reports (Neil Riches) Neil Riches to advise if the two advisory committees established under the EPBC Act were meeting. <i>We have followed up with Neil and waiting for his response.</i> | Neil Riches | |

Jane clarified the updates and current status of the actions from previous meetings.

Item 5 – Jane advised John Allert that she would arrange a meeting with him, Jan and herself to discuss the item further.

Item 7 - A meeting will be held in the Boddington area in 2016.

Item 8 – There are three active committees and one is still being checked.

5. Correspondence

Jan asked if we received a letter from the Shire of Serpentine Jarrahdale about the Scrivener Road gravel reserve. She said it was a breeding ground for three species of cockatoo.

ACTION: Contact Shire of Serpentine Jarrahdale regarding submissions on the Scrivener Road gravel reserve.

Moved: Bob Pond Seconded: Rob Summers

That Correspondence In and Correspondence Out be accepted.

CARRIED

6. Monthly Meetings Inventory (as listed on the PHCC website)

Jane explained that only an abridged version was compiled which included meetings attended by the Chairman, CEO, Science Advisor and Operations Manager. Significant meetings would be raised in the CEO and Chairman's reports. Staff document meetings and if there was something of interest, further information was available.

Jane said she would also try to include where members represented PHCC at various activities and events, and processes were being put in place to capture these occasions. Andy added that some of the workload would be shared in 2016.

7. Chairman's Report

The Chairman presented his report:

- *Thank you for vote of confidence in electing me Chair of PHCC*
- *Acknowledge the great job done by Jan Star in leading the PHCC for over a decade*
- *I look forward to working with PHCC members to continue that good work*
- *I will need support and will work with members to use each of their individual talents.*

SAPPR Process

- *The frenetic pace of meetings with stakeholders in the SAPPR process continues*
- *Met with DPC and agencies re final details. Information is in the CEO's report*
- *State government has invested a large amount of political capital in developing vision and policy to guide Perth and Peel through the next 50 years. Announcements will be made shortly followed by public consultation. Let's hope that good policy triumphs over political expediency. 2016 will be interesting.*

Other stakeholder meetings

- *Attended WA Landcare Network AGM. PHCC is supportive of Landcare initiatives.*
- *Attended the meeting of Chairs of the NRM Regions. This group continues to advocate for NRM and explore opportunities for synergies between regions.*
- *South 32 – positive workshop session with LCC and PHCC working collaboratively to develop a proposal for South 32. Expect to have more information by February 2016*
- *Murdoch University at Whitby Falls – PHCC met with a consultant working for Murdoch Uni on the move to Whitby Falls farm.*

Awards

- *PHCC finalists in the national Banksia Awards for our Ramsar Initiative. Chairman made presentation at finalist's session in Sydney. Very good feedback from audience on merits of PHCC submission (video should be available on Banksia website). Our category was won by a \$27M project to eradicate pest species on Macquarie Island.*
- *PHCC were also runners up in "Riverprize" for Lake Mealup Project.*

Looking forward to 2016

- *As the SAPPPr process unfolds the PHCC will have to address*
 - *An obligation to provide government with a connection to community*
 - *Invest in improved communication*
 - *Review our governance arrangements to make sure they are fit-for-purpose*
- *As we consolidate as an NRM region we will need to address*
 - *Improved connections with community*
 - *Improved partnerships with LGA's*
 - *Encourage and enable great on-ground activities*
- *Future funding models.*

Moved: Jan Star

Seconded: Caroline Knight

That the Chairman's report be accepted.

CARRIED

8. Update on SAPPPr

Jane O'Malley presented the SAPPPr update:

The Public consultation phase will commence on 17 December and run to 8 April. We will play an active role to ensure our community are well informed and have the opportunity to make effective submissions. The team are at the ready to ensure that the PHCC's submission is thorough and effective. Jane met with Bruce Edwards, Assistant Secretary for the DOE for the Strategic Assessment Process in Canberra and briefly raised the topic in her discussions with Minister, Greg Hunt.

We were provided a second opportunity to comment on relevant SAPPPr documents prior to their final print and we understand we influenced some modifications. You can review our comments in the correspondence out (items 2.9 and 2.19).

Generally we have reiterated that we believe the Commonwealth, and the community, will be looking to the SAPPPr process to provide more certainty that the outcome will be an improved environmental condition. Our concern is that, it appears that there will continue to be a loss in NRM assets rather than quantifiable commitments to enable restoration of the system. We have sought detail in respect to the tools, resources and support that will enable agencies to meet the intent of the process.

The Peel-Harvey Estuary Management Committee (PHEMC) meeting scheduled for last week was cancelled. We have discussed the intent of PHEMC with DPC and Hon Kim Hames and we hope that the PHEMC will run more aligned to its terms of reference in 2016.

Jane advised that there had been discussions with a range of people through the consultation phase, including Department of Premier and Cabinet and looking to having a series of meetings in the Peel to involve people who can effectively inform the process. Jan said there needs to be discussion between main players regarding offsets – to question the way offsets work and a thorough review of how it operates. Members indicated they would like to be kept informed over the holiday period.

ACTION: Keep members updated with progress of SAPPR process over the holiday period.

Moved: Marilyn Gray Seconded: Bob Pond

That the SAPPR Report be accepted.

CARRIED

9. Chief Executive Officer's Report

9.1 CEO Report

Canberra Visits – 23 – 25 November (including National CEO's Meeting 24 November)

I had a successful few days in Canberra, combining the National CEO's meeting with others including:

- *Mr Andrew Hastie, Liberal Member for Canning*
- *The Hon. Greg Hunt MP Minister for the Environment (with Andrew Hastie)*
- *Senator Dean Smith, Liberal Senator for WA (with A. Hastie, K. Broderick and N. Woods)*
- *Gregory Andrews, Threatened Species Commissioner*
- *Bruce Edwards, Assistant Secretary for the DOE for the Strategic Assessment Process*
- *Michelle Lauder, Department of Agriculture (with other NRM WA reps)*
- *Presentation for Australian Government Staff and CEOS (combined NRM WA presentation)*
- *Presentation for Australian Government Staff and (Wetlands and NLP Team) (NRM WA reps)*
- *Presentation for Australian Government Staff (Biosecurity, TEC's, Threatened Species)*

Meetings were positive and the Minister seemed happy with our progress. He advised Andrew Hastie of his priorities for the Peel-Harvey (water quality and the Thrombolites) and later that day Andrew asked a question in the House of Representatives that gave the Minister an opportunity to give Green Army and the PHCC a good wrap. A copy of the transcript is on the Members page.

National Landcare Program

- *With Deb Slater-Lee on board full time we are charging ahead with our NLP contract, to meet the deliverables for our three projects to 30 December, and planning out to 2018. Thank you to the Prioritisation Steering Committee who has been assisting with the detailed prioritisation process (ongoing) – no small feat to prioritise NRM actions across 1.2 million hectares.*
- *We have launched, assessed and approved our first round of community grants under our Natural Assets Project. \$141,813 will be provided to our community across eight grants. Details are embargoed until the Australian Government announcement and we will publicise subsequent to the formal announcement. We will provide a link to our website grants page with the minutes of the meeting. Thank you to the team for pulling this inaugural round of grants together, and the members who gave their time for the assessment process. The team will now get to contracting successful applicants so they can get started on-ground in the New Year.*

- *We are unfortunately still waiting formal advice re the retention of the foundational funding (project 1470). This has been a long, drawn out process providing risk to the PHCC (we have had to proceed for several months underwriting the prospect that funds will be carried forward) and significant administrative burden to staff. I would like to thank Neil Blake for his efforts to sort this with his colleagues, and we hope for a resolution very soon.*

Green Army

We collectively applied for three teams, in partnership with Job Futures. An announcement is imminent and information is embargoed. I will report at the meeting, if able to do so.

South 32 Icon Project

Andy, Thelma and I had a good workshop with South 32 and Leschenault Catchment Council to discuss the proposal to deliver NRM in the upper catchment, as per aspirations of PHCC and South 32. We will be advised of next steps in February 2016.

Marine Stewardship Council (Certified Sustainable Seafood)

The MSC is about ecolabelling of seafood products and a sustainability assessment of the fishery, in this case the commercial and recreational fishing industries around blue manna crabs and sea mullet in the Peel-Harvey. The PHCC have had some input. The assessment is complete and we aim to have further input during the consultation period (expected in January). More information can be found at <https://www.msc.org/track-a-fishery/fisheries-in-the-program/in-assessment/Indian-ocean/peel-harvey-estuarine-fishery-recreational-and-commercial-blue-swimmer-crab-and-commercial-sea-mullet>

Project Delivery and Financials

Marilyn will discuss the finances in her report but I would like to thank the team, particularly Karen, for their efforts in shifting to new financial processes, and their willingness to keep moving forward for constant continued improvement in this space.

Luke is working closely with our Landcare partners to support structures and greater certainty about their futures. He has also reinvigorated the Peel NRM Environmental Officers Group.

The TWG and Horticulture Project is progressing well with one to one support being provided to Local Governments to adopt the Local Planning Policy (details can be seen on our website).

Steve will outline progress in the Science world in his report and Thelma will provide an update later on the amazing work she and the team have been achieving with the Rivers 2 Ramsar project. My special thanks to Thelma, Jo Garvey, Mel Durack and Jordon Garbellini – it is incredible and inspiring what these ladies are achieving across the catchment. Thelma is also working with working Kerry Collard from Wheatbelt NRM who has been nominated at the NRW WA representative on the Australia Indigenous Land and Sea Management Working Group.

The Governance, Community Engagement, Branding and Aboriginal Participation Plan processes are progressing well under Annette's direction and with support of the Steering Committees.

Significant Meetings / Events – Other key meetings include:

- *Hon Kim Hames (with Andy Gulliver and Steve Fisher)*
- *David Gilchrist and subsequently Bob Campbell re Governance (Membership and Deductible Gift Reciprocity)*
- *Peel Innovation Forum, Assistant Minister for Innovation, Hon. Wyatt Roy and Andrew Hastie*
- *Mike Rowe (A/DG of DoW) & Malcolm Robb (Water Science) re Regional Estuaries Initiative*
- *NRM WA – CEO and Chairs*
- *Deputation - Peel Region Planning Committee on the Nambeelup District Structure Plan*

- *Jane and Thelma attended the EIANZ Conference – Challenging the Status Quo*
- *Mike Schultz, Steve Fisher and Luke Rogers attended and presented at the Threatened Species Forum in Geraldton*
- *Jan Star, Mike Schultz & Darralyn Esbary attended the release of numbats to Dryandra Woodland as part of the Wildlife Recovery Program Western Shield*

PDC Legacy Projects

The Transform Peel Business Case has been complete, David Arkwright will provide an update in his report but we are pleased to have been part of the process, and the willingness of PDC to incorporate sound NRM activities across the 3 projects.

State NRM Capability Grants

We intend to apply for funding for Capability Grants for PHCC projects and have offered support/assistance to our Landcare Groups in applying for funds. These are due mid-January, 2016.

Peel Chamber of Commerce and Industry

We have joined and Marilyn won us a \$3,000 radio advertising voucher with Coast Live and 6MM. We have also joined the EDO.

Marketing

We have commenced a series of short YouTube videos for marketing and communication and monitoring – keep an eye on our Facebook to view these. The first is of the Fairy Tern Workshop held early December.

Keeping up to date with PHCC activities/events

Members are reminded that if you want to keep across all the exciting things that are happening, please keep an eye on our Facebook page.

Office Closure

From 12pm 24th December to Monday 4 January.

Jan said she was interested in how the Commonwealth regards regional organisations in the SAPPR process and if the Commonwealth have made the connection within the various sections in Canberra. We are the body that delivers Commonwealth programs here and they should be making a link between SAPPR and the regional process.

Jane said they hadn't seen the documents and would be presented with them at the same time as the community. They appreciate the role of regions.

Neil Blake added that the Department works as closely as possible through Hana MacDonald and there is information passing through to Bruce Edwards about NRM investments in the Perth Peel Strategic Assessment area. However, Peel-Harvey is in a unique position being where it is placed and the Department does its best to try to maintain good information flow across the divisions.

Moved: Marilyn Gray Seconded: Mike Schultz

That the CEO's report be accepted

CARRIED

Moved: Marilyn Gray Seconded: Jan Star

That the board recognise the leadership of Jane O'Malley and that her work be commended.

CARRIED

9.2 Endorsement of Stipend and Officer Bearer Signatories

It was recommended that the Stipend Fees for 2015-2016 remain at the same rate as 2014-2015. Current Stipend Fees endorsed at the 2014 AGM are:

Chair - \$15,000pa
Deputy Chair - \$3,000pa
Treasurer - \$3,000pa

Stipend Fees have been paid up to 30 June 2015 and the next payment is now due for the period July – December 2015.

Moved: John Allert Seconded: Caroline Knight

- 1. That the Stipend Fees remain the same as 2014/15 and the effective date that the Chair/Deputy Chair changeover of Stipend fees paid pro-rata be 1 November 2015 due to Jan Star remaining in the role of Acting Chair up until 31 October 2015, in Andy Gulliver's absence.**
- 2. That Office Bearer Positions on all Bank Accounts be updated to include a change in Office Bearer positions and that Peter Hick remain as a signatory on the three ANZ Bank Business Accounts, in the role of Community Member**

CARRIED

10. Treasurer's Report

10.1 November 2015 financials to be presented

I would like to welcome Howard Mitchell [Mitch] and thank him for agreeing to join the Finance & Audit Committee, filling the vacant position. Your business knowledge and experience will be invaluable to our organisation.

The F&A Committee had its final meeting for the year on 7December. Recommendations from the Meeting are:

- 1. The Westpac Term Deposit Account matures on 30 December 2015. The Committee recommends that the Principal \$584,633.50 plus interest accrued to be rolled over for either a 5 or 6 month Term depending on the best rate offered at Maturity.*
- 2. Debra Slater-Lee [Operations Manager] to be added as a Card Holder on the Visa Account with an approved card limit of \$5000 per month.*
- 3. Jane Townsend [HRRT Rivercare Officer] be added as a Card Holder on the Visa Account with an approved card limit of \$500 per month.*
- 4. Kim Wilson [Senior Projects Officer] to be removed as a Card Holder on the Visa Account once Debra's card is activated.*
- 5. Update Office Bearer positions on Bank Accounts and with ATO as necessary.*
- 6. Peter Hick to continue as an authorised online signatory.*

The AMD Auditor Directors, Maria Cavallo and Tim Partridge attended our December Finance and Audit Committee meeting to meet Staff and Committee Members and they offered their time to answer any questions that we had now that we are a Region. They outlined the audit process and obligations that they are required to meet when carrying out the Organisations annual audit and Project acquittals. They also showed the Committee an example of a Not-for-Profit Standard Chart of Accounts and demonstrated how this type of Reporting presents a P&L Report more streamlined than our present one, but also reiterated that our current Chart of Accounts as set up is also acceptable. Karen will do some training with AMD and will provide a sample of how PHCC Chart of Accounts could be set up at our next Committee Meeting. Both Auditors were very pleased that PHCC and AMD have built a strong working relationship over the past few years and were very impressed with the financial processes that we have in place.

Project Funding

- *8000 – Rivers 2 Ramsar: Second payment for F15-16 was received in November for the amount of \$388,860. Second round Hotham-Williams Landholder Grants have been finalised and first payments of 50% up front grant funding has commenced.*
- *9000 – NLP Regional Funding: First and second payments for F15-16 were received in October for the amounts of \$222,200 and \$388,860 respectively.*
- *7100 – Science Advisor: F2014-2015 financials have been sent to the Auditors for annual acquittal. On receipt of the Audited Statement we will invoice Department of Regional Development for F15-16 contribution.*

Bank Statement Balance as at 30 November 2015

| | |
|---|-----------------------|
| <i>ANZ Corporate Online Saver Account</i> | <i>\$151,744.13</i> |
| <i>Westpac Term Deposit</i> | <i>\$584,633.50</i> |
| <i>ANZ Project Online Saver Account</i> | <i>\$2,422,535.80</i> |
| <i>ANZ Project Cheque Account</i> | <i>\$75,121.72</i> |
| <i>Petty Cash</i> | <i>\$9.50</i> |
| <i>ANZ Visa Card</i> | <i>(\$2,315.82)</i> |
| <hr/> | |
| <i>Total Cash at Hand:</i> | <i>\$3,231,728.83</i> |

Moved: Bob Pond Seconded: Howard Mitchell

That:

- 1. The Treasurer’s Report be received.***
- 2. The November financial reports be ratified.***

CARRIED

11. Branding Presentation (refer to memo included in Agenda)

11.1 Presentation by Annette Brown

Annette Brown provided a presentation on the Branding process. A copy of the presentation is available on website on the PHCC Members Page.

11.2 Members to consider and support one of two options presented

The Working Group has worked through a process to arrive at a logo option for presentation to the Board. The final logo selection has received a positive response from the majority of Executive, Community and Local Government Board Members, with three PHCC Members indicating that while it is not something they would have chosen, they can live with it, if it is the preferred option. At this stage of the Branding Process the Working Group is not seeking further design input or suggestions, but is offering two options:

1. To endorse the new logo and language uses to support a re-brand of the PHCC, or
2. To confirm retention of the current logo.

Noting that if endorsed, the next phase of the branding journey will be to develop visual applications.

Members were requested to consider and support one of two options:

1. The PHCC endorse a new logo as per the visual format presented and the language uses (voice and tone) as developed by the Working Group and; that the Board accepts the recommendations to tell the story of the PHCC, subject to future budget approvals.
 - Have an engaging brand
 - Invest in vibrant photography
 - Create a series of case studies (with video)
 - Use social media to engage with audiences
 - Invest in a new website.

Or

2. The PHCC confirms retention of the current logo, using the language (voice and tone) as developed by the Working Group and that the Board accepts the following recommendation subject to future budget approvals.
 - Invest in vibrant photography
 - Create a series of case studies (with video)
 - Use social media to engage with audiences
 - Invest in a new website.

Moved: John Allert Seconded Caroline Knight

That:

1. ***The PHCC endorse a new logo as per the visual format presented and the language uses (voice and tone) as developed by the Working Group, and***
2. ***The Board accepts the recommendations to tell the story of the PHCC, subject to future budget approvals.***
 - ***Have an engaging brand***
 - ***Invest in vibrant photography***
 - ***Create a series of case studies (with video)***
 - ***Use social media to engage with audiences***
 - ***Invest in a new website.***

CARRIED

The meeting broke for morning tea at 10.25am and resumed at 10.40am

12. Presentations

- 12.1 Dr Tim Storer, Scientist DoW “*Considering environmental health in water planning and management*”. A copy of the presentation is available on website on the PHCC Members Page.

13. Science Update – Steve Fisher, Science Advisor

A copy of the presentation is available on website on the PHCC Members Page.

1. Project plan

- *The Science Advisor position is mostly funded through the Department of Regional Development (DRD), with other contributions from the City of Mandurah and the PHCC. The DRD require a project plan, which maps the key duties of the Science Advisor (Senior Scientist) to milestones and key performance indicators for the four-year duration of the project.*
 - *The plan was submitted on Oct 22 to the DRD and approved 3 Dec 2015*
 - *The financial reporting format was also approved 3 Dec 2015.*

2. Building research networks

- *Murdoch University and others: ARC Linkage Project Balancing estuarine and societal health in a changing environment.*
 - *The funding agreement has been signed off by the partner organisations and investigators.*
- *Department of Fisheries; Department of Water; Murdoch University Cetacean Research Unit & Peel-Harvey Estuary ARC-Linkage Investigators (17 Nov 2015): The effect of water quality and environmental variables on the crab and finfish stocks of the Peel-Harvey estuary.*
 - *Organised a meeting of all these stakeholders to discuss linking the performance and sustainability of the Peel-Harvey estuarine fisheries to the ARC-Linkage project.*
 - *Show-and-tell session of what data sets were available and who was actively engaged in research on the Peel-Harvey Estuary system*
 - *Links to Marine Stewardship Council accreditation and Fisheries Research Development Corporation Proposals*
- *Attended Dolphin Forum #2 organised by John Tonkin College (11 Nov 2015) with presenters Krista Nicholson and Martin van Aswegen from Murdoch University Cetacean Research Unit (Peel-Harvey Dolphin Population Assessment)*
 - *Study design similar to SW Marine Research Program:*
 - *Seasonal abundance estimates for dolphins in shore (Peel-Harvey estuary) and in Peel-Harvey area offshore (North to Port Kennedy, South to end of estuary) and*
 - *Measures of dolphin emigration and movement patterns*
 - *Longer term aims to set up a long-term Peel-Harvey Population research program, funded initially by Murdoch Uni via an ARC Linkage Project similar to the SW Marine Research Program around Bunbury.*
 - *Overlap and synergies exist with Murdoch University ARC Linkage project especially trophic interactions, biotic indicators of health, societal values and eco-tourism.*

- *CRC for Water Sensitive Cities: attended a presentation by Prof. Darryl Low Chow titled Catchment scale landscape planning for water sensitive city regions in an age of climate change (22 Oct 2015)*
 - *Three year project to derive an urban metabolism framework for city regions across urban, peri-urban and rural landscapes. (Imbedding Water Sensitive Cities philosophy into planning)*
 - *Includes CSIRO climate change modelling*
 - *Three regions modelled:*
 - *Southeast Queensland Region*
 - *Greater Melbourne Region*
 - *Greater Perth Metropolitan Region (including Mandurah)*

- *Attended inaugural meeting of Lake McLarty Working Group (19 Nov 2015) organised by DPaW and attended by staff from DER, Edith Cowan University, University of WA; DoW, Friends of Lake McLarty and Birdlife WA.*
 - *Discussed the values, status and threats*
 - *Exchanged information on exiting datasets of bird numbers, water quality, benthic fauna, hydrology and vegetation.*
 - *Likely to become a biannual meeting.*

- *Meeting with Water Corporation to discuss results of nutrient reduction trial using a clay lined swale at Waroona Waste Water Treatment Plant (3 Dec 2015).*
 - *PHCC / WC partnership (Filtering the Nutrient Storm 2) to divert treated effluent from treatment plant through a clay swale with high phosphorus retaining characteristics, discharging into Drakes Brook drain. Previously the effluent drained through a woodlot*
 - *~20% reduction in average P concentration, but effectiveness of swale design inconclusive: potential research project for University student*
 - *Plans to double the capacity of the WWTP by 2045.*

3. Science Communications

- *Presented at WA Threatened species Forum (30 Oct 2015): Living on the edge of ancient history: the thrombolites of Lake Clifton*
- *Interview alongside Andy Gulliver and Thelma Crook regarding the Rivers to Ramsar Project by Telegraph Newspapers (Arran Morton, 11 Nov 2015) and role of the Science Advisor.*
 - *Article will appear as a feature in the Sound Magazine*
- *Presented at Peel Preservation Group AGM (13 Nov 2015): DoW Peel – Harvey Catchment Nutrient Reports.*
- *Article published in The Overflow magazine (Irrigation Australia, No. 42, Spring 2015): Catchment Nutrient Reports Peel-Harvey Update (<http://irrigation.org.au/publications-resources/the-overflow-magazine-wa-region>).*

4. Advice to PHCC

- *Reversing the salinity of Lake Clifton: threats to thrombolite community and other Ramsar values. In preparation of briefing note for CEO:*
 - *Reviewed the*
 - *Peel Coastal groundwater allocation plan*
 - *Peel Coastal groundwater allocation plan: groundwater-dependent ecosystems*
 - *Peel Coastal groundwater allocation plan: Methods report*
 - *Attended Thrombolite Recovery Team meeting (5 Nov 2015).*
 - *Organise follow up briefing session with DoW (Feb 2015, TBC)*
 - *Monitoring flowmeters on groundwater bores at properties on eastern margin of Lake Clifton (1500 kL “allocation” for rural and rural-residential properties)*
- *Marine Stewardship Council Certification: contributed to a briefing note (with Amanda Willmott and Kim Wilson, 23 Nov 2015).*

5. Other

- *Met with Bill Hedley & Steve Edwards (Sokerol WA); Liz Milligan (Scavenger Fire & Safety) and Neil Carroll (City of Mandurah) to discuss applications for Sokerol, an adsorbent for chemical spills (20 Oct 2015).*
- *Attended Australian Sustainable Schools Initiative (AuSSI) meeting at North Dandalup Primary School (11 Nov 2015).*
- *Consolidation of DAFWA and PHCC libraries / reference collections (commencing Jan 2016)*
- *Met with Warren Giddens (Consult WG, 2 Dec 2015) who is preparing a business plan on behalf of Murdoch University for the Whitby Falls Farm as a research facility: discussed potential collaborative research opportunities.*
- *Met with Dr Kim Hames, MLA & Deputy Premier (15 Dec 2015) regarding the Regional Estuaries Initiative.*
- *Coming events*
 - *SF presenting to City of Mandurah Council Meeting (23 Feb 2016)*
 - *Environmental water provisions workshop (TBC)*
 - *Peel Coastal groundwater allocation plan briefing session with DOW and stakeholders (Feb 2016, TBC).*

14. Rivers 2 Ramsar Update – Thelma Crook

A copy of the presentation is available on website on the PHCC Members Page.

15. Agency reports

15.1 Dave Arkwright – PDC

- The Blueprint will be launched today.
- The business case for Transform Peel (Nambelup, Integrated Water and Peel Food Zone) was submitted to government last week. Seeking between \$60m and \$80m. Landcorp agreed to come on board – additional work needs to be done, they need to seek treasury approval. Political leadership is very positive on this initiative. Business case to cabinet around March 2016.

- Thank you to Jane and team for working on the business case. Hoping PHCC will be willing to take on management of integrated water. Will look at a MoU in the New Year. Funding will be made available for 4-5 yrs.
- The Peel Food Zone – looking at partnership with DAFWA to take this on.
- Very committed to get good environmental outcomes out of this initiative. Significant impacts if we get it right and working with the SAPPR process.
- Next round of grants and community chest funding to be announced shortly.

15.2 Scott Haine – DoP Peel observer – nothing specific to report.

15.3 Rob Summers - DAFWA - nothing specific to report.

15.4 Tina Runnion – proxy DER - nothing specific to report.

15.5 Bob Pond – DoW

- Regional Estuaries Initiative – This initiative appears to be progressing well and we hope to have a decision announced soon.
- DoW has secured some Commonwealth Water for the Future funds. On the proposals include managed aquifer replenishment trial in the Nambeelup area. CSIRO are to be involved as well.
- Across the South West this has been the second driest year on record, but interestingly in the Peel-Harvey, in terms of flow, by far is our driest year on record. Inflows to Murray, Serpentine and Harvey rivers are at an all-time low.

15.6 Jane Townsend – HRRT

- With funding through PHCC (R2R project) trying to work on Lower Harvey River reach.
- River reach assessments to determine what the Harvey River looks like. Finishing off at the moment and hoping with Water Corp to pinpoint areas that are degrading the fastest, to stabilise.
- State NRM grant to continue blackberry project.

15.7 Natalie Lees – City of Mandurah

- Brett Brenchley is the new Manager Environmental Services. Erin Jackson is the Snr Environment Management Officer. Natalie is now the Water Project Officer. Will be looking at urban water bodies in the future.
- Seascapes CoastCare group received a State NRM grant.

Jane said there are 10 successful grants in Peel-Harvey totalling just under \$1/4m. Seven out of ten were supported throughout the Catchment Council. We have had the capital to support the community to apply.

16. **Ratification of Local Government Nominations**

Staff and visitors left the meeting at 11.46am.

The following people remained at the meeting:

- Andy Gulliver
- Jan Star
- Marilyn Gray
- Howard Mitchell
- Rob Summers
- Tina Runnion
- Peter Hick
- Darralyn Ebsary
- Mike Schultz

- Bob Pond
- Jane O'Malley
- Patricia Sutton

Six nominations for the position of Coastal Local Government Representative and three nominations for the position of Inland Local Government Representative were received. In accordance with the PHCC Constitution, a selection panel consisting of representatives of the Department of Water (Bob Pond), DAFWA (Rob Summers) and a prominent community person (Rhys Williams, CEO Make Place) reviewed the nominations and provided the following recommendation:

Recommendation:

1. That Crs Knight and Allert be offered LGA Memberships for the Coastal and Inland positions respectively.
2. That Crs Lee and Dowling be offered proxy positions for the Coastal and Inland positions respectively.
3. That LGA Representatives be encouraged to actively include and confer with their proxies to provide for continuity of representation and encourage dissemination of information.
4. That unsuccessful nominees be thanked for their applications and be informed of the decision.

Bob spoke about the future direction of PHCC and suggested that proxies could be encouraged to work actively. They should be urged to attend meetings as observers and sit on Steering Committees so they can gain an understanding of the knowledge of the catchment. The involvement of Local Government Representatives should be discussed further at the February Strategic Meeting.

Cr Keith Ellis did not renominate and it was recommended that he be thanked for his contribution as proxy Coastal Local Government Representative over the past two years.

Moved: Jan Star Seconded: Marilyn Gray

1. *That Crs Knight and Allert be offered Local Government Representation for the Coastal and Inland positions respectively.*
2. *That Crs Lee and Dowling be offered proxy positions for the Coastal and Inland positions respectively.*
3. *That LGA Representatives be encouraged to actively include and confer with their proxies to provide for continuity of representation and encourage dissemination of information.*
4. *That unsuccessful nominees be thanked for their applications and be informed of the decision.*
5. *That Cr Keith Ellis be thanked for his contribution as proxy Coastal Local Government Representative over the past two years.*

CARRIED

ACTION: List the involvement of Local Government Representatives in meetings and committees for discussion at the February Strategic Meeting.

Cr Allert and Cr Knight returned to the meeting and the Chair formally advised them that the recommendation that they be offered a further term was carried unanimously and he congratulated them on behalf of the members. Jane advised them who the proxies were for their respective areas.

The meeting closed at 12.00noon

Summary of actions from previous meetings:

| No. | Details | Resp. | Complete |
|-----|--|---------------------------------------|---|
| 1. | <p>Item 7 [21 August 2014] Chairman’s Report Follow up DER on reporting annually on licensed premises. <i>The Executive Group is looking at this in a strategic manner, including consideration of the SAPPR process</i></p> | Exec Group | Pending |
| 2. | <p>Item 8 [19 February 2015 – Staff and Partners Forum The Executive Group to consider the merits of holding a PHCC Board training workshop, in a similar forum as the staff workshop. <i>It appears there is good support for a Board Forum, associated with the February Strategic meeting and details will be provided.</i></p> | Jane O’Malley | Pending |
| 3. | <p>Item 9 [16 April 2015] – CEO Report Request a meeting with DPC to discuss:</p> <ol style="list-style-type: none"> 1. How to achieve a genuine coordinated approach for land use planning decisions including PHEMC, Agencies and Local Government; 2. Concerns over Lake Pollard decision; and 3. Request a meeting with the EPA to discuss their determination of significance, particularly in light of community expectations of the SAPPR process. <p><i>Andy, Jan and Jane have had discussions with DPC in respect to PHEMC. Jane has had discussions with the former Chair of the EPA in respect to Lake Pollard. Staff are organising a meeting with the EPA Board for early 2016.</i></p> | Jane O’Malley | <ol style="list-style-type: none"> 1. Complete 2. Complete (watch for final decision) 3. Pending |
| 4. | <p>Item 4 [15 October 2015] Business arising from previous minutes The issue of mining companies burning timber, particularly in the Boddington area, be given due consideration at a forum such as SHARE. <i>Pending further information from John Allert. [17 December 2015] Jan, Jane and John to meet to discuss.</i></p> | John Allert, Jan Star & Jane O’Malley | Pending |
| 5. | <p>Item 12.4 [15 October 2015] Agency reports Consider rotating future board meetings within the catchment. <i>Staff plan to rotate April & August meetings across the catchment. [17 December 2015] A meeting will be held in the Boddington area in April 2016.</i></p> | Jane O’Malley | Ongoing |
| 6. | <p>Item 12.5 [15 October 2015] Agency reports (Neil Riches) Neil Riches to advise if the two advisory committees established under the EPBC Act were meeting. <i>We have followed up with Neil and waiting for his response. [17 December 2015] There are three active committees and one is still being checked.</i></p> | Neil Riches | |

Summary of actions from meeting of 17 December 2015:

| No. | Details | Resp. | Complete |
|------------|--|---------------|-----------------|
| 1. | Item 5 [17 December 2015] Contact Shire of Serpentine Jarrahdale regarding submissions on the Scrivener Road gravel reserve. | Jane O'Malley | |
| 2. | Item 8 [17 December 2015] Keep members updated with progress of SAPPR process over the holiday period. | Jane O'Malley | |
| 3. | Item 16 [17 December 2015] List the involvement of Local Government Representatives in meetings and committees for discussion at the February Strategic Meeting. | Jane O'Malley | |